

**KENTUCKY BOARD OF LICENSURE FOR  
LONG-TERM CARE ADMINISTRATORS  
MINUTES  
April 20, 2016**

A regular meeting of the Kentucky Board of Licensure for Long-Term Care Administrators was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, KY on April 20, 2016.

**BOARD MEMBERS PRESENT**

Greg Wells, Board Chair  
Christopher Minnich, NHA, Vice Chair  
Kim Nall, NHA  
Dr. Karen Skaff  
Barbara Lester, Citizen-at-Large  
Sherry Culp – State Long-Term Care Ombudsman  
Dr. Muhammad Babar

**BOARD MEMBERS ABSENT**

Craig Jennings, NHA  
Joseph Flatt  
Patrick Donahue

**Occupations and Professions Staff**

Larry Brown, Executive Director  
Robin Vick, Administrative Section Supervisor

**Others**

Marcus Jones – Office of the Attorney General  
Randy Lindner, President & CEO of NAB  
Keith Knapp - NAB  
Geza Bruckner, Ph.D. – Dept. of Clinical Services,  
University of Kentucky

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**CALL TO ORDER**

Mr. Wells, board chair, called the meeting to order at 10:44 a.m.

**MINUTES**

Ms. Lester made a motion to approve the minutes from the February 3, 2016 meeting as presented. The motion was seconded by Ms. Nall, and carried unanimously.

**FINANCIAL REPORT**

The Board reviewed the financial report for January, February and March 2016, and the legal fees report for December 2015, January and February 2016.

Ms. Nall made a motion to approve the bid for investigative services with MMN Consultant. The motion was seconded by Dr. Skaff and carried unanimously.

**OCCUPATIONS AND PROFESSIONS REPORT**

Mr. Brown introduced himself and reported to the board about the new online renewal process and new system. He discussed the telehealth board meeting and the interest of having a Long Term Care Administrator attend the meetings.

**BOARD COUNSEL REPORT**

Mr. Jones reported on the contest of hearing on case 15-009.

**SPECIAL GUEST**

Mr. Knapp introduced Mr. Lindner to the board and explained to the board their purpose of the presentation to the board today. Mr. Lindner explained the history and mission of National Association of Long Term Care Administrator Boards and presented a presentation to the board over “A New Vision for Leadership and Licensure Portability”. With this presentation, Mr. Lindner introduced the concept of Health Service Executive License. NAB request that the boards discuss adding HSE as a licensure, adopt NAB model AIT and adopt NAB model AIT preceptor program.

### **NEW BUSINESS**

Dr. Skaff will be attending the annual NAB meeting, June 8-10, 2016, in Cleveland, Ohio, as the delegate from Kentucky and will report back to the board at the July board meeting.

### **COMPLAINTS COMMITTEE**

The committee recommended dismissal of the following complaints:

- 15-027
- 15-030
- 15-034
- 15-034-B
- 15-036
- 15-039
- 15-040
- 15-040-B
- 15-044
- 15-046
- 15-046-B
- 16-002
- 16-004
- 16-005

Dr. Skaff made a motion to accept the complaint committee's recommendation. Mr. Minnich seconded the motion and it carried unanimously.

### **APPLICATIONS COMMITTEE**

The application committee reviewed applications and made the following recommendations:

Initial Applications Approved:

- Latonia Bertha
- Diane Fagin
- Keith Gilles (pending job description)
- Kristi Hilbert
- Debra Hunt
- Brittany Moulden
- Mary Spalding
- Lauren Sword
- Brandi Warden
- Laura Creekmore
- Kiara Edwards
- Cassie Allen
- Tiffany Hinton (pending reference letter)
- Darla Waymon
- Lindsay Frazier (Temp Permit Only)

Endorsement Applications Approved:

- Tracy Johnson-Croom
- Andrew Jackson
- John Anderson (pending reference letter)

Audited Renewals Approved:

- Mark Witt

Reinstatement Applications Approved:

- Benjamin Rucks

Mr. Minnich made a motion to approve the application committee's recommendations. The motion, seconded by Ms. Nall, carried.

### **CONTINUING EDUCATION COMMITTEE**

The continuing education committee made the following recommendations:

<b>Name of Sponsor/Submitted By</b>	<b>Program Title</b>	<b>Number of Hours Requested</b>	<b>Course Date</b>
Kathy Boyarko – Blue Sky Institute	Dementia Capable: Foundation	7	4/7/16 4/26/16
Golden Living	Dining Service – Fine	6	4/14/16

	Toning Your Skills		
Sr. Mary Faustina	Human Resources – Fred Pryor Seminars	6	12/4/2015
Western Regional LTC Ombudsmen	Providing Competent Services to LGBT Residents	2	6/1/2016

Ms. Nall made a motion to accept the recommendation of the continuing education committee. The motion, seconded by Dr. Skaff carried.

#### **NEXT MEETING**

The next regularly scheduled board meeting of the Kentucky Board of Licensure for Long-Term Care Administrators will be held on Wednesday, July 20, 2016.

#### **TRAVEL AND PER DIEM**

Mr. Minnich made a motion to approve the Board's travel and per diem expenses for the April 20, 2016 meeting. Ms. Nall seconded the motion, and the motion carried unanimously.

#### **ADJOURNMENT**

With no further business to discuss, Mr. Minnich made a motion to adjourn the meeting. The meeting was adjourned by Mr. Wells at 12:30 p.m.